



## LANDLORD / Manager's STATEMENT

THIS FORM MUST BE COMPLETED BY YOUR LANDLORD OR RESIDENCE MANAGER.

1. Name of Tenant: \_\_\_\_\_ Date: \_\_\_\_\_
2. Are you related to the tenant? Yes \_\_\_\_\_ No \_\_\_\_\_
3. Do the tenant and landlord reside at the same address? ☐ Yes ☐ No
4. Name of Apartment Complex (if applicable) \_\_\_\_\_ Apt.# \_\_\_\_\_  
Address \_\_\_\_\_  
Street City Zip Code
5. This dwelling is a (check one): ☐ House ☐ Apt.(3 or more units) ☐ Duplex ☐ Basement Apt.  
☐ Mobile Home ☐ Small Trailer ☐ Boarding Room
6. This rental unit is heated by (check one only): ☐ Gas ☐ Electricity ☐ Steam ☐ Coal  
☐ Wood ☐ Propane ☐ Fuel Oil
7. Monthly Rent the Tenant is Responsible for: \$ \_\_\_\_\_ Is the rent subsidized? Yes \_\_\_ No \_\_\_
8. Does the Tenant work for part of the rent? Yes \_\_\_ If yes, how much? \_\_\_\_\_ No \_\_\_\_\_

### **LANDLORD MUST SIGN A OR B WHICHEVER ONE APPLIES:**

**A.** I certify that the above-named tenant's utilities are included in the rent, and that I use a portion of that rent to cover the costs of the utilities.

\_\_\_\_\_  
Landlord/Manager Signature

\_\_\_\_\_  
Telephone Number

**OR,**

**B.** I certify that the following utilities are in my name, but that the tenant is responsible to pay those utility bills by paying directly to me or otherwise negotiated:

Heating Utility Company \_\_\_\_\_

Other Energy-Related Utility Company \_\_\_\_\_

The reason they are in my name is: Examples: City utility company makes owners put utility in their name; Tenants could not put it in their name due to past-due bill, too large of a deposit, etc; or I prefer to know how large the bill is and that the bill is getting paid; other \_\_\_\_\_.

\_\_\_\_\_  
Landlord/Manager Signature

\_\_\_\_\_  
Telephone Number